

# CHOLSEY PARISH COUNCIL

## Minutes of the Parish Council meeting duly convened and held on Wednesday 2<sup>nd</sup> September 2020 on line at 7.30pm

**Present were** Mr M. Gray (Chair), Mrs I Neill, Mrs V. Bolt, Mr D. Seed, Mr D. Bamford, Mr P. Jenkins, Mr C. Worley, Mrs M Dyer-Lynch and Mrs Artene.

**Also present** L. Dalby (Clerk).

### **78. To receive apologies for absence**

Apologies were received from Mrs G. Herbert, Mr Hope-Smith and Mr M. Smith.

### **79. To hear questions or comments from members of the public (max 15 mins)**

None present.

### **80. To receive any reports from County and/or District Councillors**

Mr Gray reported that there are concerns about the increase of Covid cases in Oxford. The cases are mostly amongst young people returning from holiday. The numbers in south Oxfordshire are minimal and the message is to ask people to be sensible.

£1.2m has been spent so far on Active Travel mostly on cycle paths in urban areas. The gravel pit/marina is due to be debated next Monday. The officers are recommending refusal.

### **81. To receive Declarations of Pecuniary Interest for any agenda items**

There were none.

### **82. To approve and sign the minutes of the meetings held on 5<sup>th</sup> August 2020**

The minutes of the meeting held on 5<sup>th</sup> August 2020 were approved and signed by the Chairman.

**Proposed** Mr Gray **Seconded** Mrs Bolt **Carried** 8 in favour with 1 abstention.

### **83. To report Matters Arising from**

#### **- The minutes of 5<sup>th</sup> August**

Item 63 – Mr Worley has made a stage 1 and 2 complaint to SODC. To take the matter further residents will have to make a complaint to the ombudsman.

Item 72 – the AV equipment will cost approx.. £700 and will be considered as part of next years budget.

Item 69 – signs are still needed

#### **- The Action Point Register**

To be reviewed at the next meeting.

#### **- Neighbourhood Plan pledges**

To be reviewed at the next meeting.

### **84. To note Chair's Report**

Mr Gray reported that the extension is making good progress. It was noted that there was an accident in the recreation field when a child fell from a rope swing which had

## CHOLSEY PARISH COUNCIL

been rigged up by children. The Estate Manager will arrange for the rope to be cut down.

### **85. To discuss additional expenditure for Happy Hub Extension**

The Clerk wrote to Pinelog who wrote back to say that their terms make it clear that their quote did not include provision for outside. The Clerk will respond to say that Council feel the need for the steps should have been pointed out.

### **86. To consider Fairmile Chapel Arts Project**

No response from group proposing project.

### **87. To note verbal report from recreation ground Working Party**

Mr Worley reported that he has spoken to Cholsey United regarding a service level agreement for the management of the pitch. He is waiting for contact from Bluebirds.

### **88. To note verbal report from Allotment Working Party**

Mrs Bolt reported that she and the Clerk had met with representatives from the Cholsey Meadows allotments. The allotment holders would like to form an allotment association. It was agreed to survey the allotment holders to find out if a majority would support the proposal.

**Proposed** Mrs Bolt **Seconded** Mr Gray **Carried** Unanimously

The matter of gatherings after dark had also been discussed as had the pizza oven. It had been agreed that there would be no further gatherings after dark and the matter of the pizza oven would be parked for the moment until agreement had been reached about an association.

**Proposed** Mrs Bolt **Seconded** Mrs Artene **Carried** 7 in favour with 2 abstentions. Mr Seed objected to the continued presence of the pizza oven.

### **89. To approve and adopt the Standing Orders for Cholsey Parish Council.**

Mr Worley proposed that the Standing Orders be adopted with all references to Chairman changed to Chair.

**Proposed** Mr Worley **Seconded** Mr Gray **Carried** 6 in favour, 2 against and 1 abstention.

### **90. To approve and adopt the Financial Regulations for Cholsey Parish Council.**

**Proposed** Mr Gray **Seconded** Mrs Neill **Carried** Unanimously

### **91. To appoint an Internal Auditor.**

Mr Gray proposed IAC continue to act as internal auditor.

**Proposed** Mr Gray **Seconded** Mrs Bolt **Carried** Unanimously

### **92. To agree cheque signatories**

It was agreed to add Mr Worley, Mrs Artene and Mrs Neill to the cheque signatories

**Proposed** Mr Gray **Seconded** Mr Jenkins **Carried** Unanimously

### **93. To review the Council asset register**

The Asset Register was reviewed and agreed.

## CHOLSEY PARISH COUNCIL

### 94. To review and agree to adopt the following Council policies –

- a) Complaints policy
- b) Freedom of Information requests
- c) Risk Assessment
- d) Grants Policy

It was agreed to adopt the policies.

**Proposed** Mr Gray **Seconded** Mrs Artene **Carried** Unanimously

### 95. Finance

PAYMENTS FOR APPROVAL			
Balanced	Payroll		£54.00
Hawthorn Pest control	Pest Control		£140.00
Nick Robins	Grass Cutting		£1,596.00
Group GA	Extension		£9,950.80
Creativ Haus	Website Hosting		£70.00
IAC	Internal Audit		£420.00
AIRO	Noise Assessment		£1,101.00
			£13,331.80
	Payments between Meetings		
Pinelog	Extension		£21,600.00
AUTOMATIC PAYMENTS			
Nest	Pension Contributions	DD	£139.25
Virgin Media	Telephone/Broadband	DD	£62.10
Staff	Staff Salaries	DD	£6,331.20
			£6,532.55

PAYMENTS RECEIVED			
Reynolds	Vendor Fees		£53.75
Howard Chadwick	Burial Ground Fees		£410.00
Howard Chadwick	Burial Ground Fees		£170.00
Tonks Brothers	Burial Ground Fees		£200.00
Residents	Allotment Fees		£19.00
TOTAL			£53.75

CURRENT ACCOUNT		
Current Account Balance to date		£32,315.04

RESERVES ACCOUNT		
Reserves Account Balance to date		£36,911.35

Mrs L. Dalby, Parish Clerk – 01491 652255

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# CHOLSEY PARISH COUNCIL

PROJECTS ACCOUNT		
Projects Account Balance to date		£98,233.31

**Proposed Mr Gray Seconded Mrs Neill Carried Unanimously**

## 96. To note Estate Managers Report

Noted.

### a) To consider purchase of storage container for the Maintenance Person

A budget of £1500 was agreed for the storage container. It will need to be confirmed if planning permission is required.

**Proposed Mr Gray Seconded Mrs Bolt Carried Unanimously**

### b) To agree to repair of gravestone

The Clerk reported that the corner grave in the new section of the burial ground has been damaged. It has not been possible to discover how the damage occurred and it was agreed to pay for the repairs and to install posts to protect the grave from further damage.

**Proposed Mr Gray Seconded Mr Jenkins Carried Unanimously**

## 97. To consider planning applications as at 27<sup>th</sup> August 2020

<b>P20/S2797/RM</b>	Submission of reserved matters pursuant to outline planning permission reference P16/S4275/O; relating to appearance, landscaping, layout and scale; submitted for approval for Phase 1 (internal access road) and partial discharge of Conditions 8 - Design Code, 15 - highway works, 18 - foul and surface water drainage, 21 - CEMP Biodiversity, 24 - arboricultural method statement, 25 - landscape plan, 26 - landscaping, 27 - maintenance schedule and 32 - lighting of planning permission P16/S4275/O. Outline permission was EIA development and an ES was submitted as part of that application. Please refer to accompanying Planning Statement for details. <b>Land North of A4130, Wallingford Bypass</b> Mr Jenkins proposed to support Wallingford Town Council in their response to object to the application. <b>Proposed Mr Jenkins Seconded Mr Gray Carried 8 in favour 1 abstention.</b>
<b>P20/S2789/HH</b>	<b>Garden Shed 1 Ratcliffe Court</b> Mr Jenkins <b>proposed</b> fully support. <b>Seconded Mr Worley. Carried Unanimously</b>

## 98. Items for report or inclusion on next agenda

- Cholsey Car Scheme
- Skatepark Update
- Wallingford Road Speedhumps – Mr Gray to follow up
- School building work has started
- Write to thank Pure Clean for cleaning the signs

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